

23 AUG 1985

MEMORANDUM FOR: Deputy Director of Security, PAS

STAT FROM: [REDACTED]
Acting Deputy Chief, Physical Security Division
SUBJECT: Industrial Security Seminar Planning

1. Immediately following the Industrial Security Seminar for OL sponsored contractor representatives held in June 1985, room 1A07 Headquarters was reserved for 17, 18 and 19 December 1985. These dates, the only three consecutive days available in October, November and December after DDO identified their requirements, were locked-in for the next Industrial Security Seminar for OD&E sponsored contractor representatives.

2. In a recent conversation, you expressed concern about the proximity of the December dates to the Christmas holiday season. At your suggestion, I explored available dates for room 1A07 in January and February 1986. The only three consecutive day period covering Tuesday, Wednesday and Thursday still open is 11, 12 and 13 February. Monday, Tuesday and Wednesday are available from 20-22 January and 24-26 February. Experience has indicated the Tuesday - Thursday period is more suitable for contractor personnel travel.

3. Since room 1A07 is heavily subscribed, I reserved 11, 12 and 13 February 1986 for the Physical Security Division. Your early decision on whether to conduct the next seminar in February would be appreciated. When your decision is indicated, I will release the other dates for OT&E scheduling requirements.

STAT

[REDACTED]

Approved For Release 2005/08/03 : CIA-RDP96B0162R000700080015-2
ROUTING AND TRANSMITTAL SLIP 16 July 1985

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. C / PSD		22 July
2. AUC / PSD		22 July
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

To 1- As we discussed —

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

Approved For Release 2005/08/03 : CIA-RDP96B0162R000700080015-2
* GPO : 1983 O - 381-529 (301) FPMR (41 CFR) 101-11.206

MAIL FORM 41 (Rev. 7-76)
PRINTED BY GSA
FPMR (41 CFR) 101-11.206